



WILLIAM T FUJIOKA  
Chief Executive Officer

County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

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*"To Enrich Lives Through Effective And Caring Service"*

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July 02, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
BRACKETT FIELD AIRPORT, NORTH SIDE HELIPADS PROJECT  
CAPITAL PROJECT NO. 69303  
ADOPT, ADVERTISE, AND AWARD  
FIFTH DISTRICT  
(3 VOTES)**

**SUBJECT**

Approval of the recommended actions will adopt plans and specifications, allow advertising for construction bids, and delegate authority to the Director of Public Works, or her designee, to award and execute a construction contract for the Brackett Field Airport, North Side Helipads Project, in the City of La Verne.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Adopt plans and specifications that are on file with the Department of Public Works for the Brackett Field Airport, North Side Helipads Project, Capital Project No. 69303, with an estimated construction cost of \$750,000.
2. Instruct the Executive Officer of the Board of Supervisors to advertise the Brackett Field Airport, North Side Helipads Project for construction bids to be received and opened on August 6, 2013, in accordance with the Instruction Sheet for Publishing Legal Advertisement.
3. Authorize the Director of Public Works, or her designee, to execute a consultant services

agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule and a Storm Water Pollution Prevention Plan for a \$10,000 not-to-exceed amount.

4. Authorize the Director of Public Works, or her designee, to award and execute a construction contract with the apparent Lowest Responsive and Responsible Bidder, contingent on the Lowest Responsive and Responsible Bidder first preparing and submitting a baseline schedule and a Storm Water Pollution Prevention Plan that the Director of Public Works, or her designee, determines are acceptable, and the Lowest Responsive and Responsible Bidder meeting all other conditions of contract award, including submitting Faithful Performance and Labor and Material Bonds and insurance certificate; and authorize the Director to deliver the Project.

5. Delegate authority to the Director of Public Works, or her designee, to undertake the following actions for the Brackett Field Airport, North Side Helipads Project: (1) to approve and execute change orders within the same monetary limits delegated to the Director of Public Works under Section 2.18.050 of the Los Angeles County Code relative to the construction of County buildings; (2) to allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in Public Contract Code Sections 4100 et seq. and 5100 et seq. respectively; (3) to accept the Project upon its final completion; (4) to release retention money withheld consistent with the requirements of Public Contract Code Sections 7107 and 9203; and (5) to extend the date and time for the receipt of bids consistent with the requirements of Public Contract Code Section 4104.5.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to adopt plans and specifications, allow advertising for construction bids, delegate authority to the Director of Public Works, or her designee, to award and execute a construction contract to complete the Brackett Field Airport, North Side Helipads Project (Project). The Department of Public Works (Public Works) recommends delegating authority to the Director of Public Works to award the construction contract to the Lowest Responsive and Responsible Bidder, because the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant agreement must be executed within one week of determination of the Lowest Responsive and Responsible Bidder.

On December 18, 2012, the Board approved the Project and authorized the Director to apply for an FAA grant and a State of California Department of Transportation (Caltrans) California Aid to Airports Program (CAAP) AIP Matching Grant for the design and construction of helicopter pads at Brackett Field Airport. The FAA awards AIP Grants in amounts based on the lowest responsive and responsible construction bid; therefore, the next step is to solicit construction bids by advertising the Project. If the lowest responsive and responsible bid exceeds the Board-approved project budget, Public Works will return to the Board to recommend adoption of the revised project budget.

The proposed consultant services agreement to prepare a baseline construction schedule and a storm water pollution prevention plan that conform to the County of Los Angeles' specifications is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce these deliverables. Bid specifications provide that if the contractor fails to complete acceptable deliverables, Public Works may return to the Board to recommend that the contractor be determined non-responsive and recommend awarding the construction contract to the next lowest apparent responsive and responsible bidder contingent on that bidder completing deliverables which conform to the County's specifications.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Operational Effectiveness (Goal 1), Fiscal Sustainability (Goal 2), and Integrated Services Delivery (Goal 3). The recommended actions will help achieve these goals by providing an improved facility to accommodate airport customers, support quality public works infrastructure services to the surrounding communities, and use grant funds from outside sources to supplement the County's expenditures.

### **FISCAL IMPACT/FINANCING**

The total Project cost estimate is \$900,000, as detailed in the Project Summary in Attachment I, which includes construction contract, change order allowance, material testing, topographic surveying, engineering design, construction inspection, and Project administration.

The anticipated FAA AIP Grant of \$810,000 will reimburse a minimum of 90 percent of the total Project cost. The Caltrans CAAP AIP Matching Grant will fund \$40,500, which equates to a maximum of 5 percent of the FAA AIP Grant amount and the remaining \$49,500 will be funded with Public Works Aviation Enterprise Fund (M02 Enterprise Fund).

On December 18, 2012, the Board approved the Project and Project budget of \$900,000. Appropriation was included in the Fiscal Year 2012-13 Public Works – Aviation Capital Projects Fund (M01) to fund the Project.

The recommended actions will have no impact on the County General Fund.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Project is part of Public Works' ongoing program for the operation, maintenance, and repair of airports. It will be advertised in accordance with Section 20125 of the State Public Contract Code.

Award of the construction contract will not result in unauthorized disclosure of confidential information. A standard contract, in a form previously approved by County Counsel, will be used. The contract will contain terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to: Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; the Los Angeles County's Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Applicable law, including the State Public Contract Code requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which is defined as the firm that: (1) submits the lowest-cost bid; (2) is deemed by the County to be responsive to specific criteria under the solicitation including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a responsible bidder by demonstrating the attribute of

trustworthiness, as well as quality, fitness, capacity, and experience, to satisfactorily perform the work required under the bid solicitation.

To ensure that the contract is awarded to the Lowest Responsive and Responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractor's State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy No. 5.140, the information reported by the contractor will be considered before making a recommendation to award.

The Project specifications contain provisions requiring the Bidder to report solicitations of improper consideration of County employees and allowing the County to terminate the contract if it is found that the Bidder offered or gave improper consideration to County employees.

The plans and specifications include the contractual provisions, methods, and material requirements necessary for the Project and are on file with the Construction Division of Public Works.

### **ENVIRONMENTAL DOCUMENTATION**

On December 18, 2012, the Board approved the Project and found that it was categorically exempt from the California Environmental Quality Act because the Project involves repair, maintenance and replacement of existing facilities, minor public alteration in the condition of land, as well as the construction of small new facilities or structures with negligible or no expansion of an existing use. The replacement helicopter parking pad will be located on the same site as the existing helicopter pad and will have the same purpose and capacity as the structure replaced. There have been no changes to the Project since the Board found it to be exempt.

### **CONTRACTING PROCESS**

The Project will be contracted on an open-competitive bid basis. A recommendation for award by the Director of Public Works, or her designee, will be made upon review of the bids meeting the criteria established by the Board and the State Public Contract Code. The County Local Small Business Enterprise preference will not be applied to the determination of the Lowest Responsive and Responsible Bidder. To be eligible for the Federal funds financing the majority of this project, Title 49, Code of Federal Regulations requires award to the lowest bidder.

Advertising for construction bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment II).

The Project will be listed on the County's "Doing Business with Us" website to increase contractor awareness of Public Works' program to contract work out to the private sector.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The Project will have a positive impact for airport customers and the surrounding communities by providing an improved and more accommodating facility.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; and to the Department of Public Works, Aviation Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:DJT  
SW:VM:zu

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Public Works

**DEPARTMENT OF PUBLIC WORKS:**  
**BRACKETT FIELD AIRPORT, NORTH SIDE HELIPADS PROJECT**  
**CAPITAL PROJECT NO. 69303**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Proposed Completion Date</b>
Submit Grant Application to FAA	April 2013*
Advertise for Construction Bids	July 2013
Receive FAA Grant Award	August 2013
Award Construction Contract	September 2013
Construction Start	October 2013
Final Acceptance	January 2014

\* Reflects actual completion date

## II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract	\$600,000
Job Order Contract	0
Change Orders	60,000
Departmental Crafts	0
Youth Employment	0
Construction Consultants	0
Miscellaneous Expense - Inspections	0
Telecomm Equipment – Affixed to Building	0
Civic Arts	0
Subtotal	\$660,000
Programming/Development	\$ 0
Plans and Specifications	\$ 0
Consultant Services	
Site Planning	0
Hazardous Materials	0
Geotech/Soils Report and Soils Testing	0
Material Testing	\$10,000
Cost Estimating	0
Topographic Surveys	10,000
Construction Management	0
Construction Administration	0
Environmental	0
Move Management	0
Equipment Planning	0
Legal	0
Construction/Change Order	0
Other: Design Engineering	120,000
Subtotal	\$140,000
Miscellaneous Expenditures	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0
County Services	
Code Compliance Inspection	0
Quality Control Inspection	0
Design Review	0
Design Services	0
Contract Administration	0
Project Administration	\$50,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	0
Project Security	0
Project Technical Support	0
Office of Affirmative Action	0
County Counsel	0
Other: DPW Construction Inspection	50,000
Sheriff Job Order Contract Management	0
Subtotal	\$100,000
<b>TOTAL</b>	<b>\$900,000</b>

DEPARTMENT OF PUBLIC WORKS:  
BRACKETT FIELD AIRPORT, NORTH SIDE HELICOPTER PADS,  
CAPITAL PROJECT NO. 69303

INSTRUCTION SHEET FOR PUBLISHING LEGAL ADVERTISEMENT

From: Public Works  
Construction Division

PUBLISHING

In accordance with Section 20125 of the State Public Contract Code:

Publish: **At least ten consecutive times**, prior to the date set for opening bids, in a daily newspaper of general circulation printed and published in the County and designated by the Board, or for at least two consecutive times prior to such date in a weekly newspaper printed and published in the County and designated by the Board.

Time Limitation: To open bids in five weeks.

(First advertisement to be published no later than July 5, 2013)

(FAA)



## NOTICE INVITING BIDS

Sealed bids will be received by the County of Los Angeles Department of Public Works, Construction Division, for the construction of Portland cement concrete helicopter pads; asphalt concrete pavement on base material; installation of striping, pavement markings, and lighting; and the performance of other appurtenant work under Project ID No. APT5080440, Brackett Field Airport, North Side Helicopter Pads, in the City of La Verne.

The bids must be submitted at the Cashier's Office, located on the Mezzanine level, 900 South Fremont Avenue, Alhambra, California 91803-1331, before 11 a.m. on Tuesday, August 6, 2013. The bids will then be publicly opened and read in the location posted in the main lobby.

The work shall be done in accordance with the Plans and Specifications on file and open for inspection at the Department of Public Works. The work is estimated to cost \$750,000 and shall be completed in 45 working days. The work requires a California Class A contractor's license.

**Pre-bid questions should be directed to Mr. Joseph Nguyen at (626) 458-3141. Pre-bid questions regarding the Plans and Specifications should be directed via facsimile and/or e-mail only to Mr. Joseph Nguyen at (626) 979-5450, [chnguyen@dpw.lacounty.gov](mailto:chnguyen@dpw.lacounty.gov). Pre-bid questions will not be accepted after 3 p.m. on Thursday, July 25, 2013.**

**The agency will arrange a site visit for bidders desiring to inspect the site of the work on Wednesday, July 24, 2013, only: Bidders shall arrive at the administration/airport parking lot at 1615 McKinley Avenue, La Verne, California 91750 (Thomas Guide page 600-E4) before 10 a.m. At 10 a.m., an agency vehicle will lead bidders to the project site within the airport.**

The bids must be submitted on the proposal forms included in the bidder's package of the contract documents, which may be purchased for \$15 if picked up at the aforementioned Cashier's Office, (626) 458-6959, Monday through Thursday between 7 a.m. and 5:30 p.m., or for \$19 if mailed, which includes postage and handling. The contract documents for this project may also be downloaded free of charge by visiting the following website:

<http://dpw.lacounty.gov/general/contracts/opportunities>

Each bid must be accompanied by a certified check, cashier's check, or surety bond payable to the County of Los Angeles in an amount equal to at least 10 percent of the bid to guarantee that the bidder will enter into the contract if it is awarded to him.

All persons performing the work shall be paid not less than the General Prevailing Wage Determination prepared by the Director of Industrial Relations pursuant to the State Labor Code. Copies of these wage rates are available at the Department.

Furthermore, minimum Davis-Bacon Act Wage Decisions for this project as predetermined by the Secretary of Labor are set forth in the Special Provisions. Davis-Bacon Act Wage Decisions can be found on the following website address:

<http://www.wdol.gov/wdol/scafiles/davisbacon/CA33.dvb>

If there is a difference between the minimum wage rates predetermined by the Secretary of Labor and the applicable prevailing wage rates per the Director of Industrial Relations for similar classifications of labor, the contractor and its subcontractors shall pay not less than the higher wage rate.

The rate of compensation for any classification not listed in the schedule, but which may be required to execute the contract, shall be commensurate and in accordance with the rates specified for similar or comparable classifications or for those performing similar or comparable duties.

THIS FEDERAL-AID PROJECT HAS A GOAL OF 6 PERCENT DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION.

The County hereby notifies all bidders that it will affirmatively ensure that disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, sex, or national origin in consideration for an award of any contract entered into pursuant to this advertisement.

The proposed contract is under and subject to Executive Order 11246, as amended, of September 24, 1965, and to the Equal Employment Opportunity (EEO), and Federal Labor Provisions.

The contractor's compliance with the Executive Order and the regulations in 41 CFR, Part 60-4, shall be based on its implementation of the EEO Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR, Part 60-4.3(a), and its efforts to meet the goals. The hours of minority and female employment and training must

be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and females evenly on each of its projects. The transfer of minority or female employees or trainees from contractor to contractor or from project to project for the sole purpose of meeting the contractor's goals shall be a violation of the contract, the Executive Order, and the regulations in 41 CFR, Part 60-4. Compliance with the goals will be measured against the total work hours performed.

The contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs within ten working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the contract is to be performed.

As used in this Notice and in the contract resulting from this solicitation, the covered area is the County.

#### NOTICE TO PROSPECTIVE FEDERALLY ASSISTED CONSTRUCTION CONTRACTORS

1. A Certification of Non-segregated Facilities shall be submitted prior to the award of a Federally assisted construction contract exceeding \$10,000, which is not exempt from the provisions of the EEO Clause.
2. Contractors receiving Federally assisted construction contract awards exceeding \$10,000, which are not exempt from the provisions of the EEO Clause, will be required to provide for the forwarding of the following Notice to Prospective Subcontractors for supplies and construction contracts where the subcontracts exceed \$10,000 and are not exempt from the provisions of the EEO Clause. NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

#### NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENTS FOR CERTIFICATION OF NONSEGREGATED FACILITIES

1. A Certification of Non-segregated Facilities shall be submitted prior to the award of a subcontract exceeding \$10,000, which is not exempt from the provisions of the EEO Clause.
2. Contractors receiving subcontract awards exceeding \$10,000, which are not exempt from the provisions of the EEO Clause will be required to provide for the forwarding of this

notice to prospective subcontractors for supplies and construction contracts where the subcontracts exceed \$10,000 and are not exempt from the provisions of the EEO Clause. NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

The successful bidder will be required to assure that only domestic steel and manufactured products will be used by the contractor, subcontractors, material men, and suppliers in the performance of this contract, except those:

1. that the US Department of Transportation has determined, under the Aviation Safety and Capacity Expansion Act of 1990, are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality;
2. that the US Department of Transportation has determined, under the Aviation Safety and Capacity Expansion Act of 1990, that domestic preference would be inconsistent with the public interest; or
3. that inclusion of domestic material will increase the cost of the overall project contract by more than 25 percent.

The bidders attention is called to the EEO Clause and the Standard Federal Equal Employment Opportunity Construction Contract Specifications set forth in the Special Provisions.

#### NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION (EXECUTIVE ORDER 11246, 41 CFR PART 60-2)

These goals are applicable to all the contractor's construction work (whether or not it is Federal or Federally assisted) performed in the covered area. If the contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the contractor also is subject to the goals for both its Federally involved and non-Federally involved construction.

The goals and timetables for minority and female participation, expressed in percentage terms for the contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

Goals for Minority  
Participation in  
Each Trade  
28.3%

Goals for Female  
Participation in  
Each Trade  
6.9%

The bid must provide full disclosure of False Claims Act violations, labor law/payroll violations, debarments, and civil/criminal legal actions as provided for on the forms included as part of the proposal. Failure to complete these forms may result in a determination that the bidder is nonresponsive and/or not responsible.

The contract, if awarded, will be awarded to a responsible contractor with the lowest responsive bid; however, the Board of Supervisors reserves the right to reject any and all bids. Due to the requirements of the use of Federal and State funds on this project, no Local Small Business Enterprise preference will be applied to this project as defined in County Code 2.204.

A responsible contractor is one who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is the County's policy to conduct business only with responsible contractors.

The successful bidder will be required to fully comply with all applicable State and Federal reporting requirements relating to employment reporting for its employees and comply with all lawfully served Wage and Earnings Assignment Orders and Notice of Assignment and continue to maintain compliance throughout the duration of the contract. Failure to comply may be cause for termination of the contract or initiation of debarment proceedings.

The contract is subject to the requirements of the County of Los Angeles' Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206. Bidders should carefully read the Defaulted Tax Program Ordinance. The Defaulted Tax Program applies to both contractors and their subcontractors.

Bidders will be required to certify that they are in full compliance with the provisions of the Defaulted Tax Program and shall maintain compliance during the term of the contract, or shall certify that they are exempt from the Defaulted Tax Program by completing a certification of compliance with the County's Defaulted Property Tax Reduction Program. In accordance with Los Angeles County Code, Chapter 2.202, failure to maintain compliance with the Defaulted Tax Program or to cure defects within the time specified may be cause for termination of the contract and/or initiation of debarment proceedings against the noncompliant contractor.

Bids that fail to comply with the certification requirements of the Defaulted Tax Program will be considered nonresponsive and excluded from further consideration.

The successful bidder will be required to submit a faithful performance bond, payment bond, and liability and worker's compensation insurance with the contract.

As provided for in Section 22300 of the State Public Contract Code, the contractor may substitute securities for any monies withheld by the Department of Public Works to ensure performance under the contract or enter into an escrow agreement for payment of such monies to an escrow agent.

Each person by submitting a response to this Notice Inviting Bids certifies that such bidder and each County lobbyist and County lobbying firm, as defined by Los Angeles County Code, Section 2.160.010, retained by the bidder, is in full compliance with Chapter 2.160 of the Los Angeles County Code.

Para mas informacion con relacion a esta noticia, por favor llame a este numero (626) 458-3118. Nuestras horas de oficina son de 7 a.m. a 5:30 p.m. de Lunes a Jueves.

The County supports and encourages equal opportunity contracting.

By order of the Board of Supervisors of the County of Los Angeles, State of California.

Dated July 2, 2013.

SACHI A. HAMAI, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES